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Approved For Release 2001/09/04 : CIA-RDP86-00244R000300320001-8

14 JUL 1970

Level II review 4 Dec 00 JIW

25X1A9a MEMORANDUM FOR: [REDACTED]  
OL/Building Planning Staff

SUBJECT : Task Force Space Utilization

25X1A

1. Within the past four months, FE Division has established two task force elements to handle matters pertaining to the Indochina situation; i.e: Laos Task Force and [REDACTED] Task Force. Recently these two task forces were combined into the Indochina Operations Center which occupies approximately 900 square feet of floor space.

2. A basic requirement relative to the physical location of the IOC was that it be adjacent to or nearby the office of the Division Chief. Space was provided through a series of moves with the ultimate result being a reduction in the square footage available for all Division personnel.

3. It would appear that any future space requirements for newly created Task Force groups would have to be provided in addition to that currently occupied by this Division.

[REDACTED]  
Chief, FE Support

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TRANSMITTAL SLIP		DATE
TO:		
ROOM NO.	BUILDING	
REMARKS:		
<p>NE Support Staff book re Reservations for use of Conference Rm is filed in bottom drawer of Safe #1473</p>		
FROM:		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241  
1 FEB 55

REPLACES FORM 36-8  
WHICH MAY BE USED.

(47)